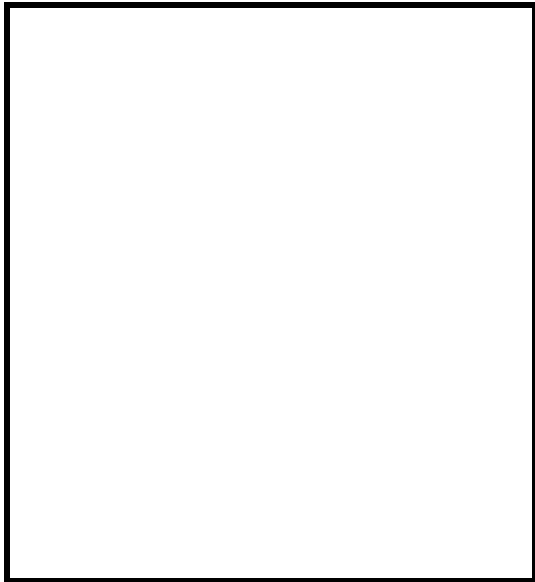
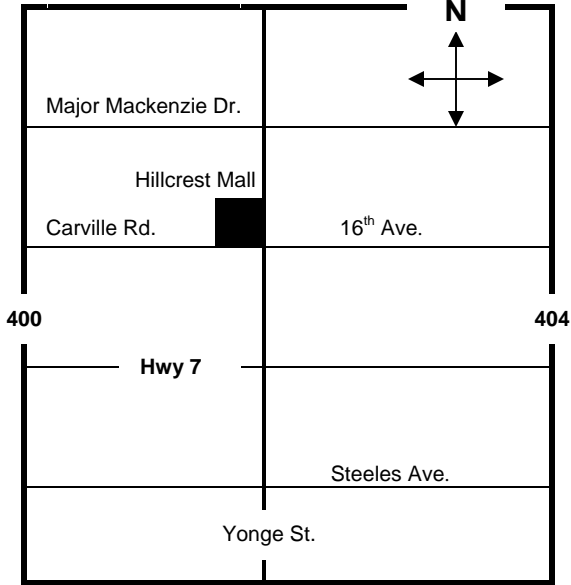


Elgin Mills Rd.



Please draw a diagram of the collision

YRP164 (09/04E)

Collision Information

Date: _____ Time: _____

Location: _____

Other Driver: _____

Other Person's Driver's licence number: _____

Other Driver's Address: _____

Other Driver's Contact numbers:

Home: _____

Work: _____

Cell: _____

Other Vehicle's plate number: _____

Make and colour: _____

Owner of other vehicle: _____

Address: _____

Other vehicle's insurance company: _____

Other vehicle's insurance policy number: _____

_____ Expiry: _____

Witness' name: _____

Address: _____

Phone number: _____

Witness' licence plate number: _____

Officer: _____ Badge: _____

Incident number: _____



Community Resource Centre

Hillcrest Mall,
 9350 Yonge St.,
 (Yonge St. at Carrville Rd.)
 Richmond Hill, Ont.
 L4C 5G2

1-866-8POLICE
 (1-866-876-5423)
 Ext. 7700

Fax: 905-780-7514

Website: www.police.york.on.ca
 e-mail: crc@police.york.on.ca

Hours of Operation

Mon – Fri
 7:00 a.m. - 9:00 p.m.

Saturday
 8:00 a.m. – 3:00 p.m.

Sundays and Holidays
 Closed

"Deeds Speak"

**Please keep this brochure in
 your vehicle!**

What is a Community Resource Centre?

A Community Resource Centre is a facility where the public may attend to report motor vehicle collisions and/or seek advice on policing-related matters. Many services which are offered by the Information Management Bureau are also offered at the Centre.

When should a driver report a Collision at the Centre?

A collision may be reported at the Centre providing it **does not** involve:

- A danger to on-scene motorists;
- Personal injury;
- Any Criminal activity, such as impaired driving or stolen vehicles;
- A government vehicle of any kind;
- A vehicle which is transporting dangerous goods;
- Damage to third-party property, such as a parked car where the owner is not at the scene;
- Damage to private, municipal or highway property;
- A pedestrian or cyclist;
- An uncooperative driver.

If any of the above circumstances exist, an officer should attend the scene.

The Highway Traffic Act requires that all collisions involving injuries, or where property damage apparently exceeds \$1,000.00, or where there is damage to Highway property, **must** be reported to the police.

Any person who has been involved in a collision who fails to attend at the Centre when directed by a police officer or when otherwise required by law is guilty of an offence.

Are Fail-To-Remain Collisions reported at the Centre?

Yes, providing the collision meets the criteria previously mentioned and the suspect is not known.

What steps need to be taken when a collision occurs?

1. Check the list of exceptions to determine if it is necessary to have the police attend the scene.
2. If it is safe to do so, remove the vehicle(s) from the roadway. If any vehicle cannot be moved, or if it is not safe to move it, call the police and await further instructions.
3. Exchange information with the other driver(s). Ensure you gather as much information about the other driver and any available witnesses, including name, address, home and business phone numbers, vehicle information and insurance particulars. Filling out the information portion of this brochure will assist the Officer when completing your report.
4. As soon as possible, and in any case within 72 hours, attend with your vehicle at the Community Resource Centre. If your vehicle is to be towed, it must be taken **directly** there without receiving any repairs or alterations. **Do not bring it to the Centre after operating hours. Under no circumstances are collision vehicles to be stored at the Centre.**
5. Ensure you have all your documentation with you including, your driver's licence, vehicle ownership and insurance certificate.
6. If an Officer attends the scene, obtain their name, badge number and the incident number.

What other services are offered at the Centre?

Most services which are offered by the Information Management Bureau are also offered at the Centre. They include:

- Personal criminal record checks;
- Volunteer clearance letters;
- ~~Copies of various occurrence reports.~~

The Centre also has resources which can provide information on police-related matters such as:

- Recruiting;
- Victim assistance;
- Domestic Assault;
- Impaired Driving;
- Home security;
- Road Watch.

